

Your Community Health Boards



Building healthier communities together...

WELLNESS FUND APPLICATION



**DEADLINE FOR APPLICATION SUBMISSION:
MIDNIGHT, OCTOBER 15, 2017**

Table of Contents

	Page
Application Guidelines	3
Application Form	5
Social Determinants of Health	11

APPLICATION GUIDELINES

Community Health Boards (CHBs) across Nova Scotia are now accepting applications for Wellness Fund Grants. Wellness Funds are available to support projects that advance community health board priorities and use a population health-based approach in addressing the social determinants of health. Grants are made possible through annual funding to Nova Scotia Health Authority (NSHA) from the Department of Health and Wellness.

1. Funding is intended for new and innovative projects, or enhancements to existing programs that meet an identified community need.
2. Projects may be funded up to a maximum of \$3000. Requests greater will be considered on a case-by-case basis. Grants may be approved for some or all of the funding requested.
3. Applicants are encouraged to seek financial support from multiple funders and to provide letters of support from other community partners.
4. Wellness funds are provided for non-profit community groups (registered and not-registered) and organizations that have been together a minimum of six months and are able to receive and manage funds. Groups/organizations that do not have the ability to accept funds must partner with another organization to support the financial management of the project.
5. It is the responsibility of the group/organization/individual receiving the grant to ensure that all provincial and federal regulations are followed. This includes the requirements of Revenue Canada that a T4/T4A is issued to all personnel being paid an hourly wage, or hired by contract of more than \$500.
6. Reports, receipts and a budget summary must be submitted to the CHB. Mid-term interviews may be conducted. Final Reports must be received within 60 days of project completion. Failure to submit reports will impact future funding applications. NSHA may request a funding review if a final report is not received.
7. Applicants are required to sign a contract before receiving funds.

Please note: CHB wellness fund grants are intended for non-profit community-based organizations. Programs and services offered by an individual, for-profit organization, government department, municipal unit, school board or NSHA are not eligible. These groups are encouraged to support community organizations in submitting an application.

CHB wellness funds will not be given to, or for:

- programs that provide a health service, and are intended to diagnose, treat or rehabilitate
- initiatives that duplicate existing community services/programs
- fundraising appeals or campaigns
- annual operating costs of existing programs

Before submitting your proposal, you are encouraged to contact your local CHB Coordinator to ensure your project meets the application guidelines.

Deadline for submissions is midnight October 15, 2017.

Please send completed applications via email to one or more of the addresses below:

- centralCHBs@nshealth.ca
- easternCHBs@nshealth.ca
- northernCHBs@nshealth.ca
- westernCHBs@nshealth.ca

If submitting paper copies of applications, please mail to:

Community Health, 40 Freer Lane, Suite 3221, Lower Sackville, NS B4C 0A2

COMMUNITY HEALTH BOARD (CHB) APPLYING TO: 

WELLNESS FUND APPLICATION FORM

CONTACT INFORMATION

Group/Organization Name

Project Title

Contact Person/Title

Address


Phone


Email


Alternate contact name and phone number

If applying to more than one CHB, please list below

CHEQUE PAYABLE TO: Applicant/group/organization
 Other (complete contact information below)

Group/organization name: 

Contact person and phone number: 

Complete mailing address: 

ABOUT YOUR GROUP/ORGANIZATION


TYPE OF ORGANIZATION (CHECK ALL THAT APPLY)

Local community- based group (e.g., social groups, networks, committees)

Non- registered, non- profit group/organization

Registered, non- profit group/organization (e.g., registered with Registry of Joint Stocks)

ABOUT YOUR PROJECT


1. Please provide a brief overview of your group/organization (stating purpose/area of focus): 


Project description:

a. Project start date Project end date



b. Is this a new project? Yes No


c. Please provide a brief description of your project: 

d. In what community will your project take place? 



e. Other project details (frequency, i.e., days/hours, number of participants, etc.) 

f. Please outline project goals and outcomes in table below:

Goal (What you plan to do) 	Outcome (What will happen as a result of your goal) 


2. How will you know you achieved your outcomes? 


3. Please list all partners (for example: other groups/organizations, individuals, agencies) involved in the development and implementation of the project, including contact information.


Partner Name 	Contact Info 


4. Target group


a. Please describe the target group/diverse population for this project. (e.g. First Nations, people living in poverty, immigrants, LGBTQ+ , youth, etc.) 

b. Please describe how the target population has been involved in the planning of this project? 

c. Please describe how you addressed barriers to participation that may be faced by your target population? (e.g. transportation, language, cost, culture). 

5. a. Please identify which Collaborative Community Health Plan priority areas this project addresses (click [here](#) to access your Community Health Plan, or contact your local CHB coordinator or zone administrative assistant via zone email address on page 4 of this application). 

b. Please identify which of the social determinants of health this project addresses? (Refer to list on page 12). 

6. Please describe how this project and/or its benefits will continue past the funding period? 

BUDGET

Please provide a detailed budget for your entire project. Include the total cost of the project and the amount requested from CHB wellness funds.

ITEM	DESCRIPTION	AMOUNT
Honorariums/wages/travel costs (for facilitators, staff, speakers, etc.)		
Materials and supplies (e.g., printing, copying, misc. supplies)		
Advertising and promotion		
Participant support (child care, transportation, interpreters, etc.)		
Food/refreshments		
Facility/room rental		
Equipment rental/purchase		
Other items		
TOTAL PROJECT COST		
TOTAL WELLNESS FUNDS REQUESTED		
If requesting wellness funds from more than one CHB, please list CHB and amounts requested		
Total funds from other sources/partners (list all and amounts provided)		
In-kind donations (estimate value)		
Additional details		

IF YOUR PROJECT IS FUNDED YOU WILL NEED TO:

- Sign and agree to be responsible for the money;
- Agree to a mid- term interview, if applicable, and send in a completed final report (copies of receipts must be sent with these report);
- Agree to use the funds in the manner outlined in your application;
- Agree that the CHB and NSHA could review the use of grant funds at any time;
- Agree that the CHB, NSHA, and Department of Health and Wellness (DHW) may use information about the recipients of these grants in press releases and advertising; and
- Agree to acknowledge the CHB in any promotion of the project.

Signature of Applicant: Please note that no signatures are required if sending application via email. The email will be kept on file for verification purposes.

Signature of Applicant

Date

How did you hear about CHB Wellness Funds? (CHECK ALL THAT APPLY)

Newspaper Ad

Press Release


Provincial CHB Website

Poster/Brochure

Email

Word of mouth

Social Media

Other: 

COMMENTS: 

SOCIAL DETERMINANTS OF HEALTH

The **social determinants of health** are the interrelated social, political and economic factors that create the conditions in which people live, learn, work, play and age.

The **intersection of social determinants of health** means these determinants shift and change in different settings and over time, impacting the health of individuals, groups and communities in different ways.

Source: National Collaborating Centre for Determinants of Health, *Glossary of Essential Health Equity Terms*, 2015.

Community Health Boards are committed to addressing the social determinants of health in order to create better conditions for good health. Some sub-populations (e.g., low income, women, people with disabilities, people of colour) have fewer resources to support their health, and may require additional resources and supports to reach the level of health enjoyed by more advantaged segments of the population.

The following are critical determinants of health for individuals, families and communities:

Income and Social Status: There is a gradient in health across the income spectrum. Lower income populations often experience economic and social exclusion, and tend to have poorer health and shorter lives than higher income populations.

Social Support Networks: People who have the support of family, friends and communities feel more connected to others and have better health.

Education and Literacy: Education is tied to income, to social networks, and to the resources needed to meet basic needs and to feel included in the economic, social and political life of the community.

Employment/Working Conditions: Employment provides income, a sense of personal identity, and the means to acquire the resources needed for health. Unemployment or precarious employment can contribute to stress and exclusion.

Social Environments: Feeling included and psychologically safe from harm in social settings (community, school, work) contributes to health and wellness.

Physical Environments: Clean air and water, adequate housing, safe neighbourhoods and adequate transportation are needed for health, and for engagement in education, employment and community life.

Personal Health Practices and Coping Skills: Adopting healthy practices and having skills to cope with life circumstances help people to stay healthy and safe.

Healthy Child Development: Early life experiences lay the foundation for lifelong health. These experiences impact brain development, school readiness and the ability to cope with life stresses.

Biology and Genetic Endowment: Some people have health advantages or disadvantages due to their biological make-up, but even people with disadvantages live full and healthy lives when their environments support their growth and development.

Health and Social Services: Everyone needs access to services that can support prevention of illness and injury, and provide timely and appropriate treatment and other supports when needed.

Gender: Society places different demands and expectations on people of various genders, including gay, lesbian, bisexual and transgendered people. Gender intersects with other health determinants to create circumstances that either support or challenge health and wellness.

Culture: Language, social norms, and gender roles vary across cultures. Culture can be a source of strength and inclusion, but also a source of discrimination and exclusion.

Aboriginal Ancestry: First Nations and Aboriginal people have higher rates of food insecurity, lower levels of education and employment, and higher rates of illness and injury, all tied to their history of colonization and discrimination.

Race/Racism: Racialized populations (immigrants, people of colour) experience higher rates of unemployment and under-employment, and both economic and social discrimination. New immigrants tend to experience deterioration of their health over time, known as the “immigrant health effect”.

Source: J. Kikkonen & D. Raphael. (2010) *The Canadian Facts*.